SALINE COUNTY QUORUM COURT
AGENDA

SALINE COUNTY QUORUM COURT----------TUESDAY, FEBRUARY 19, 2019

AT---------- THE SALINE COUNTY COURTHOUSE IN COURTROOM #1

6:30 P.M. ---------- CALL MEETING TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

CLERK: Call the Roll

APPROVAL OF MINUTES

REPORTS:

OLD BUSINESS:

NEW BUSINESS:

Exhibit A.	**Ordinance**	**Adding Roads to County Road System (Second Reading)**
Exhibit B.	**Ordinance**	**Amend Personnel Policy Manual-Payrolls**

COMMENTS:

EXHIBIT "A"

ORDINANCE NO. 2019-

BE IT ENACTED BY THE QUORUM COURT OF SALINE COUNTY, STATE OF ARKANSAS, AN ORDINANCE TO BE ENTITLED: "AN ORDINANCE AMENDING ORD. 92-36 FOR THE PURPOSE OF ADDING ROADS TO THE COUNTY ROAD SYSTEM".

Article 1. The following roads in Saline County have been inspected and found to be in compliance with Ordinances 88-32 and 99-47 and therefore eligible to be included in the county road system. Therefore, these roads are hereby accepted and added to the County Road System.

Bordeaux Cove	186.00 Feet
Ryker Lane	280.00 Feet
Barrel Cove	488.00 Feet
Vineyard Way	2,568.00 Feet

Article 2. It is deemed necessary for the smooth operation of Saline County Government that this ordinance be approved.

DATED:

APPROVED_____
JEFF AREY
SALINE COUNTY JUDGE

ATTEST_____
DOUG CURTIS
SALINE COUNTY CLERK

SPONSOR: J. R. WALTERS, JP DISTRICT #12

_____
Second Reading

EXHIBIT "B"

EMERGENCY ORDINANCE NO. 2019-

BE IT ENACTED BY THE QUORUM COURT OF SALINE COUNTY, STATE OF ARKANSAS, AN ORDINANCE TO BE ENTITLED: "AN ORDINANCE AMENDING THE SALINE COUNTY PERSONNEL POLICY AS INITIALLY ADOPTED BY ORD. NO. 2010-13."

Article 1. Section 17 of the Saline County Personnel Policy entitled "PAYDAYS" is hereby amended to read as follows:

All employees are paid every other week (bi-weekly). As a condition of employment, a person hired to a position in Saline County on or after March 1, 2019, shall be required to accept payment of salary or wages by electronic warrants transfer. The electronic warrants transfer shall be made in the form of a direct deposit of funds to the account of the beneficiary of such payment in any financial institution equipped for electronic fund transfers, provided that such financial institution is designated in writing by such beneficiary and has lawful authority to accept such deposits. The employee must make note that the entire check will be deposited into the account(s) he/she specifies. To activate direct deposit, a Direct Deposit authorization form from the Personnel Department must be obtained and the employee should have his/her voided check attached to the form. The completed form must be returned to the Personnel Department. Due to banking requirements, it may take several weeks for activation of the direct deposit. The direct deposit requirement shall not apply to a person who is in the employment of the County prior to March 1, 2019.

It is Saline County's policy that employee paychecks will only be given personally to the employee. If you would like your paycheck to be picked up by a relative or friend, that person must provide the County Clerk's Office with a request signed by you for that purpose. **Under no circumstances will Saline County make advances against an employee's salary.**

If the normal payday falls on a Saline County recognized holiday, paychecks will be distributed one workday prior to the schedule. In the event of a lost paycheck, the Payroll Department must be notified in writing as soon as possible before a replacement check can be issued. In the event that a lost paycheck is recovered and Saline County identifies the endorsement as that of the employee, the employee must remit the amount of the replacement check to Saline County within 24 hours of the time it is demanded.

A statement of earnings is given each pay period to employees indicating:

Gross Pay
Statutory Deductions
Voluntary Deductions

The statement of earnings shall be e-mailed to the employee, the employee's supervisor, or the elected official.

The amount of Federal withholding is affected by the number of exemptions claimed on the W-4: "Employee's Withholding Allowance Certificate". If an employee's marital status changes or the number of exemptions previously claimed increases or decreases, a new form W-4 must be submitted to the Personnel and Payroll Departments.

Under no circumstances will Saline County release any paychecks prior to the announced schedule.

If you have any questions regarding your paycheck, contact the Payroll Department located in the County Clerk's office or the Personnel Department.

Article 2. EMERGENCY CLAUSE. An emergency is hereby declared to exist, and this Ordinance shall be in full force and effect upon and after its date of passage and publication.

DATE: FEBRUARY 19, 2019

APPROVED: _____
JEFF AREY
SALINE COUNTY JUDGE

ATTEST: _____
DOUG CURTIS
SALINE COUNTY CLERK

SPONSOR: JOSH CURTIS, JP DISTRICT #7